



DEPARTMENT OF THE NAVY  
NAVAL MEDICAL RESEARCH CENTER DETACHMENT

LIMA, PERU  
UNIT NUMBER 3800  
APO AA 34041 - 3800

IN REPLY REFER TO

NMRCDINST 3070.1  
01 Nov 02

NMRCD INSTRUCTION 3070.1

From: Officer-in-Charge  
To: Distribution List No. 3

Subj: DETACHMENT OPSEC PLAN

1. Purpose. To establish the need for an operations security plan for Naval Medical Research Center Detachment, Lima, Peru.

a. Basic Mission. The conduct of research into military important diseases in conjunction with the Peruvian Naval medical community.

2. Scope. The provisions of this plan apply only to NMRCD and will be limited to the following assigned functions in support of NMRCD operations:

a. Routine office administration, including:

(1) Preparation of messages detailing changes in U.S. Naval personnel, pay levels, personal matters, etc.

(2) Travel items and destinations of U.S. Naval personnel.

(3) Handling of messages received for other Naval operations either intended or underway, Embassy initiated action intended or underway and all other documents that may indicate intended or current military operations.

(4) Handling and storing addresses, telephone numbers, or personnel papers of U.S. Naval personnel.

(5) Phone conversation content, electronic mail, and FAX information content.

(6) Routine requisitions for supplies, special order requisitions and usage rates of consumable. Damaged and repaired equipage.

b. Above information will be kept on need to know basis and appropriately protected from informal disclosure.

3. Structure. The organization element responsible for OPSEC will be the Security Officer within NMRCD and will be responsible for planning and implementation. Additionally of the detachment OPSEC Program, he will ensure completion of training as required, in connection with OPSEC operations.

4. Training.

a. Orientation. All military personnel reporting to the detachment will receive an OPSEC brief. This brief will consist of familiarization with OPSEC procedures and its relevance to NMRCD, presence of any operational OPSEC currently ongoing, and required training as may be appropriate.

b. Continuing Awareness. NMRCD will conduct ongoing awareness programs designed around the use of posters when available, plan-of-the-week notes, discussions of specific problems when they occur and routing of case studies as they are made available.

c. Planning Skills. Due to the nature of NMRCD's mission and its operational makeup, this detachment does not plan or conduct military operations that would indicate Naval military capabilities or intentions. Therefore, no one billet requires OPSEC planning skills. In the event a more elaborated OPSEC plan is required, NMRI and OPNAVINST 3070.1A shall be consulted for further information.

5. OPSEC Planning Guidance.

a. There is no requirement for the classification of NMRCD intentions, capabilities, operations or other activities. Subsequently, OPSEC planning for this detachment's need not be elaborate, intricate or time-consuming and will consist of general awareness and training unless circumstances dictate they should be otherwise.

b. At such time an operation, requiring secrecy, be implemented by NMRCD, or this detachment is directed by higher authority to conduct such an operation, proper planning will be instituted. OPSEC plans will state requirements prior to, during and after the operation, other activities initiated, conducted or supported by this detachment, and requirements to be met by other commands and the provisions of their support to the operation.

6. OPSEC Posture Evaluation. Informal surveys will be conducted no less than twice a year by the Security Officer or his designated assistant. The purpose of these surveys is to ascertain OPSEC requirements for this detachment, whether those in place are being followed, and if additional training, requirements or other OPSEC plans as needed. Documentation, upon completion of an informal survey, will be accomplished by an entry in the detachments journal stating the results of the survey, who carried it out, and recommendations or actions proposed.

A handwritten signature in dark ink, appearing to read "J. P. Burans", is centered on the page. The signature is fluid and cursive, with a long horizontal stroke extending to the right.

J. P. BURANS